

Michael Cruthis

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336-455-2010

I have great leadership skills. I'm reliable, self-motivated, independent, computer proficient, punctual, organized, and a very hard worker. I love to learn and am very ambitious. I'm also a very fast learner with a good head between my shoulders. I will be an asset to your company and a compliment to your workforce.

Authorized to work in the US for any employer

Work Experience

Warehouse Material Handler

Vortek Instruments LLC - Longmont, CO

July 2015 to Present

Offered expertise in Inventory Management and current stock levels to internal teams and customers to facilitate accuracy and product availability.

Operated pc/MRP computer software system, inventory control and upkeep

Completed physical inventory counts quarterly

Kept all documentation and records accurate and up-to-date with latest data to prevent errors in processing or delivery

Evaluated supplies and product inventory to check for quality and quantity issues and returned unacceptable materials to vendors to obtain replacements or refunds

Monitored inventory levels and completed audits to uncover and address inaccuracies

Entry Level Purchasing

Senior Calibration Technician

Vortek Instruments LLC - Longmont, CO

June 2015 to January 2020

Assembled flow meters and programmed electronics accordingly

Conducted calibration of the flow meters on four separate flow labs

Final programming of the meter after successful calibration

Fix and troubleshoot any error that occurs during the calibration process

Completed LabVIEW core 1 and 2 courses for the calibration software used

Updated and maintained data using computer systems and archives for all flow meters calibrated

CNC Machine Operator

K & S Tool & Manufacturing Co - High Point, NC

June 2010 to March 2015

Entry level CNC programming.

Operated CNC machines 3/4/5 axis.

Quality assurance trained.

Experienced with use of precision measuring tools.

Trained and coached new team members on proper machine set-up procedures.

Assessed equipment after each production run, performing preventive maintenance to keep machines running smoothly.

Operated and maintained up to 6 different mill and lathe machines to fabricate metal products.

Maintained tight tolerances with design specifications.

Properly loaded and unloaded materials in and out of machines.

Measured completed pieces to identify product irregularities and specifications non-conformance; adjusting machines to correct issues.

Senior Trainer

Prevail Management - Greensboro, NC

March 2009 to January 2010

Taught Sales/marketing techniques to new trainees.

Managed Groups of 3 to 5 employees each week.

Marketing of multiple products to consumers.

Education

High School Diploma

Greensboro College Middle College

2008

Skills

- Calibration
- Quality assurance
- Database
- CNC Machinist
- Internal Auditor
- Sales
- Inventory
- Shipping
- LabVIEW
- Warehouse
- Programming
- Entry Level Purchasing